MEMORANDUM

To: James Reardon, Commissioner of Finance & Management

From: Nathan Lavery, Fiscal Analyst

Date: May 14, 2008

Subject: Status of Grant

No Joint Fiscal Committee member has requested that the following item be held for review:

JFO #2324 — $14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties.

[JFO received 04/14/08]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since this item was submitted to the Joint Fiscal Committee, the Governor’s approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Linda Morse
    Roger Albee
MEMORANDUM

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From: Nathan Lavery, Fiscal Analyst

Date: May 14, 2008

Subject: Status of Grant

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cc: Linda Morse
Roger Albee
MEMORANDUM

To: Rep. Obuchowski
   Rep. Smith
From: Rep. Zuckerman
Date: April 18, 2008
Subject: JFO #2324

As chair of the House Committee on Agriculture, I recommend proceeding with acceptance of this grant. Increasing worker safety training is an important component in the safe and efficient operation of our farms.

cc: Stephen Klein
MEMORANDUM

To: Representative David Zuckerman

From: Nathan Lavery

Date: April 15, 2008

Subject: JFO #2324 (Agriculture grant)

Representatives Michael Obuchowski and Shap Smith asked that I forward to you a copy of the enclosed request and cover memo. They are requesting you provide them with your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski
    Rep. Shap Smith
    Stephen Klein
To: Representative David Zuckerman
From: Nathan Lavery
Date: April 15, 2008
Subject: JFO #2324 (Agriculture grant)

Representatives Michael Obuchowski and Shap Smith asked that I forward to you a copy of the enclosed request and cover memo. They are requesting you provide them with your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski
    Rep. Shap Smith
    Stephen Klein
MEMORANDUM

To: Joint Fiscal Committee Members

From: Nathan Lavery, Fiscal Analyst

Date: April 15, 2008

Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

JFO #2324 — $14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties. [JFO received 04/14/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by April 29 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
    Linda Morse, Administrative Assistant
    Roger Albee, Secretary
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/7/08
SECRETARY OF ADMINISTRATION: (INITIAL) 4/7/08
SENT TO JOINT FISCAL OFFICE: DATE: 4/9/08

RECEIVED
APR 14 2009
JOINT FISCAL OFFICE
STATE OF VERMONT  
REQUEST FOR GRANT ACCEPTANCE  
(Revised 9-90)  

1. Agency: Vermont Agency of Agriculture, Food & Markets  
2. Department:  
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties  
4. Legal Title of Grant: Feasibility Projects  
5. Federal Catalog No.: N/A  
6. Grantor and Office Address: The Northeast Center for Agricultural Health  
One Atwell Road  
Cooperstown, NY 13326  
8. Purpose of Grant: To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.  
9. Impact on Existing Programs if Grant is not Accepted: None  
10. Budget Information:  

<table>
<thead>
<tr>
<th></th>
<th>1st State FY</th>
<th>2nd State FY</th>
<th>3rd State FY</th>
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<td><strong>EXPENDITURES:</strong></td>
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<tr>
<td>Personal Services</td>
<td>$ 2,500.</td>
<td>$ 2,742.</td>
<td>$</td>
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<tr>
<td>Operating Expenses</td>
<td>$ 7,270.</td>
<td>$ 1,988.</td>
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<td>Grants</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$ 9,770.</td>
<td>$ 4,730.</td>
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<td><strong>REVENUES:</strong></td>
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<td>State Funds:</td>
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<tr>
<td>Federal Funds:</td>
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<td>Other Funds:</td>
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<tr>
<td>(source) Northeast Center for Agricultural Health</td>
<td>$ 9,770.</td>
<td>$ 4,730.</td>
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Grants will be allocated to these appropriation expenditure accounts  

<table>
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<tr>
<th>Appropriation Nos.</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPTID 2200030000</td>
<td>$ 14,500.</td>
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<tr>
<td>FUND 21889</td>
<td></td>
</tr>
<tr>
<td>PROGRAM TBD</td>
<td></td>
</tr>
</tbody>
</table>

Page 1
14. **Action by Governor:**

[ ] Approved

[X] Rejected

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X____________________ (Date)

---

16. **Action by Joint Fiscal Committee:**

[ ] Request to be placed on JFC agenda

[ ] Approved (not placed on agenda in 30 days)

[ ] Approved by JFC

[ ] Rejected by JFC

[ ] Approved by Legislature

_________________________ (Signature) (Date)
3/20/08

Louise Waterman
Vermont Agency of Agriculture, Food & Markets
116 State St.
Montpelier, VT 05620-2901

Dear Louise,

Congratulations on the funding approval of your Feasibility proposal entitled: “Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties”. We are able to fund this for the amount of $14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

[Signature]

John May, MD
NEC Center Director

Cc: Dr. Dennis Murphy
The Northeast Center for Agricultural Health
Application for Project Funding

Coversheet

A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
Research

Education XXXX

Prevention

E. Duration of project
One Year

F. Total funds requested
$14,998

G. Other cooperating agencies
*Caterpillar- Corporate Safety Division
*Milton CAT – Vermont CAT dealer
*UVM-EXT – Safety Pilot Project
Background:

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and/or manager's responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.
Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts — resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits. Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support — March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of $5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. — February and March of 2008

Kits would then be available at the regular price. — Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

Potential funding sources / mechanisms for future expansion of this project:

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also, milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

Budget:

Please see attached budget form
Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

**Objectives and Methods and Timelines:**

*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008  
Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division  
First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - $5) the skid steer loader safety kit that will include the bilingual CD and training manual.

*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

*More skid steer operators will know how to run them safely.

*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:  
As orders come in, safety CDs will be sent out - November and December of 2008
Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested $14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Name</th>
<th>Title</th>
<th>Salary</th>
<th>FTE</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Fringe Requested</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Louise Waterman</td>
<td>Education Coordinator</td>
<td>$52,000</td>
<td>8.00%</td>
<td>$4,160</td>
<td>38%</td>
<td>$1,581</td>
<td>$5,741</td>
</tr>
</tbody>
</table>

Subtotal Salary $4,160
Subtotal Fringe $1,581
Total Personnel $5,741

Other than Personnel:

<table>
<thead>
<tr>
<th>Equipment</th>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

Travel:

Out of state:
- # individuals: 
- # trips: 
- Transportation costs: (per individual per trip)
- per diem: (per individual per trip)
- Out of state subtotal: $-

Local:
- # individuals: 
- per diem: (per individual per trip)
- # miles: 
- $ per mile: 0.445
- Local Subtotal $-

Supplies:

- (description) | amount
- 460 skid steer safety posters @ $3/poster - for first mailing $1,380
- 225 skid steer safety CD's + support material @ $18/kit ($25 less the $f. $4,050
- Safety 'prize' for third mailing 150 @ $5/mailing $750
- supplies subtotal: $6,180

Other:

- (description) | amount
- First mailing @ $4/mailing with 460 mailed out $1,840
- Second mailing @ $3.5/mailing - 225 mailed $788
- Third mailing @ $3/mailing - 150 safety rewards mailed out $450
- other subtotal $3,078

Total Other Than Personnel $9,258

Total direct costs $14,998

Indirect cost rate: 14,998.30
Total Indirects

Total budget: (generally should not exceed $15,000) 14,998
MEMORANDUM

To: Joint Fiscal Committee Members

From: Nathan Lavery, Fiscal Analyst

Date: April 15, 2008

Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

JFO #2324 — $14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties. [JFO received 04/14/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by April 29 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
Linda Morse, Administrative Assistant
Roger Albee, Secretary
MEMORANDUM

To: Joint Fiscal Committee Members

From: Nathan Lavery, Fiscal Analyst

Date: April 15, 2008

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cc: James Reardon, Commissioner
    Linda Morse, Administrative Assistant
    Roger Albee, Secretary
INFORMATION NOTICE

The following item was recently received by the Joint Fiscal Committee:

**JFO #2324** — $14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties.

*[JFO received 04/14/08]*
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/7/08
SECRETARY OF ADMINISTRATION: (INITIAL) 4/7/08
SENT TO JOINT FISCAL OFFICE: DATE: 4/9/08

RECEIVED

APR 14 2008

JOINT FISCAL OFFICE
STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)

1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties
4. Legal Title of Grant: Feasibility Projects
5. Federal Catalog No.: N/A
6. Grantor and Office Address: The Northeast Center for Agricultural Health
   One Atwell Road
   Cooperstown, NY 13326
8. Purpose of Grant: To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.
9. Impact on Existing Programs if Grant is not Accepted: None
10. Budget Information: (1st State FY) (2nd State FY) (3rd State FY)
    FY 2008 FY 2009 FY 2010
    EXPENDITURES:
    Personal Services $ 2,500. $ 2,742. $ 
    Operating Expenses $ 7,270. $ 1,988. $ 
    Grants $ $ $ 
    TOTAL $ 9,770. $ 4,730. $ 
    REVENUES:
    State Funds:
    Cash $ $ $ 
    In-Kind $ $ $ 
    Federal Funds:
    (Direct Costs) $ $ $ 
    (Statewide Indirect) $ $ $ 
    (Department Indirect) $ $ $ 
    (source) Other Funds: Northeast Center for Agricultural Health $ 9,770. $ 4,730. $ 
    TOTAL $ 9,770. $ 4,730. $ 

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos.
DEPTID 2200030000
FUND 21889
PROGRAM TBD

Amounts
$ 14,500.

Page 1
Form AA-1

11. Will grant monies be spent by one or more personal service contracts?
   [ ] YES  [X] NO
   If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.
   [ ] YES  [X] NO
   Signature of Appointing Authority
   (Signature)  (Date)

12a. Please list any requested Limited Service Positions:

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<th>Titles</th>
<th>Number of Positions</th>
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<td></td>
<td></td>
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</tbody>
</table>
   TOTAL

12b. Equipment and space for these positions:
   [ ] Is presently available.
   [ ] Can be obtained with available funds

13. Signature of Appointing Authority
   (Signature)  (Date)

   I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

14. Action by Governor:
   [ ] Approved  [ ] Rejected
   (Signature)  (Date)

15. Secretary of Administration:
   [ ] Request to JFO Information to JFO
   (Signature)  (Date)

16. Action by Joint Fiscal Committee:
   (Dates)
   [ ] Request to be placed on JFC agenda
   [ ] Approved (not placed on agenda in 30 days)
   [ ] Approved by JFC
   [ ] Rejected by JFC
   [ ] Approved by Legislature
   (Signature)  (Date)
3/20/08

Louise Waterman
Vermont Agency of Agriculture, Food & Markets
116 State St.
Montpelier, VT 05620-2901

Dear Louise,

Congratulations on the funding approval of your Feasibility proposal entitled: “Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties”. We are able to fund this for the amount of $14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

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Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

[Signature]

John May, MD
NYCAMH / Northeast Center Director

Cc: Dr. Dennis Murphy
The Northeast Center for Agricultural Health
Application for Project Funding

Coversheet

A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
Research
Education
Prevention

E. Duration of project
One Year

F. Total funds requested
$14,998

G. Other cooperating agencies
*Caterpillar- Corporate Safety Division
*Milton CAT – Vermont CAT dealer
*UVM-EXT – Safety Pilot Project
The Northeast Center for Agricultural Health
Application for Project Funding

Narrative

Proposed Project Title:

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

Background:

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont’s dairy industry and it’s important to the industry’s future in Vermont. Providing a safer working environment for employees is an important part of a producer’s and or manager’s responsibilities.

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*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts — resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of $5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008

Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form
Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

Objectives and Methods and Timelines:

*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008 • Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division
First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - $5) the skid steer loader safety kit that will include the bilingual CD and training manual.

*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

*More skid steer operators will know how to run them safely.

*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives: As orders come in, safety CDs will be sent out - November and December of 2008
Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested $14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

**Itemized Budget:**

### Personnel:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Salary</th>
<th>FTE</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Requested Fringe</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Louise Waterman</td>
<td>Education Coordinator</td>
<td>$52,000</td>
<td>8.00%</td>
<td>$4,160</td>
<td>38%</td>
<td>$1,581</td>
<td>$5,741</td>
</tr>
</tbody>
</table>

|                |                          |        |      |                  |             |                  |         |
| Written to      |                          |        |      |                  |             |                  |         |

Subtotal Salary $4,160
Subtotal Fringe $1,581
Total Personnel $5,741

### Other than Personnel:

**Equipment:**

<table>
<thead>
<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

|                | equipment subtotal: $ |

**Travel:**

Out of state:

| # individuals: | |
| # trips:       | |
| Transportation costs: | (per individual per trip) |
| per diem:       | (per individual per trip) |
| Out of state subtotal: | $ |

Local:

| # individuals: | |
| per diem:      | |
| # miles:       | |
| $ per mile:    | 0.445 |
| Local Subtotal | $ |

<table>
<thead>
<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

|                | travel subtotal: $ |

**Supplies:**

<table>
<thead>
<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

| 460 skid steer safety posters@ $3/poster - for first mailing | $1,380 |
| 225 skid steer safety CD's + support material @ $18/kit ( $25 less the $f. | $4,050 |
| Safety 'prize' for third mailing 150 @ $5/mailing | $750 |

<table>
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<tr>
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</table>

| First mailing @ $4/mailing with 460 mailed out | $1,840 |
| Second mailing @ $3.5/mailing - 225 mailed | $788 |
| Third mailing @ $3/mailing - 150 safety rewards mailed out | $450 |

| other subtotal | $3,078 |

<table>
<thead>
<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

|                | $9,258 |

**Total Other Than Personnel**: $9,258

**Total direct costs**: $14,998

| Indirect cost rate: | 14,998.30 |
| Indirect cost base: | $14,998.30 |
| Total Indirects:    | $14,998.30 |

**Total budget**: (generally should not exceed $15,000) $14,998
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/7/08
SECRETARY OF ADMINISTRATION: (INITIAL) 4/7/08
SENT TO JOINT FISCAL OFFICE: 4/7/08

RECEIVED
APR 14 2008
JOINT FISCAL OFFICE
1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties
4. Legal Title of Grant: Feasibility Projects
5. Federal Catalog No.: N/A
6. Grantor and Office Address: The Northeast Center for Agricultural Health
   One Atwell Road
   Cooperstown, NY 13326
8. Purpose of Grant: To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.
9. Impact on Existing Programs if Grant is not Accepted:
   None
10. Budget Information:
    | (1st State FY) | (2nd State FY) | (3rd State FY) |
    |---------------|---------------|---------------|
    | FY 2008      | FY 2009      | FY 2010       |
    |---------------|---------------|---------------|
    | EXPENDITURES: |               |               |
    | Personal Services | $ 2,500.   | $ 2,742.   | $   |
    | Operating Expenses | $ 7,270.   | $ 1,988.   | $   |
    | Grants        | $   | $   | $   |
    | TOTAL         | $ 9,770.   | $ 4,730.   | $   |
    | REVENUES:     |               |               |
    | State Funds:  |               |               |
    | Cash         | $   | $   | $   |
    | In-Kind      | $   | $   | $   |
    | Federal Funds: |               |               |
    | (Direct Costs) | $   | $   | $   |
    | (Statewide Indirect) | $   | $   | $   |
    | (Department Indirect) | $   | $   | $   |
    | Other Funds:  |               |               |
    | (source) Northeast Center for Agricultural Health | $ 9,770. | $ 4,730. | $   |
    | TOTAL         | $ 9,770.   | $ 4,730.   | $   |

Grants will be allocated to these appropriation expenditure accounts

<table>
<thead>
<tr>
<th>Appropriation Nos.</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPTID 2200030000</td>
<td>$ 14,500.</td>
</tr>
<tr>
<td>FUND 21889</td>
<td></td>
</tr>
<tr>
<td>PROGRAM TBD</td>
<td></td>
</tr>
</tbody>
</table>
Form AA-1

11. Will grant monies be spent by one or more personal service contracts?

[ ] YES [X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X ________________________________ (Date)

12a. Please list any requested Limited Service Positions:

<table>
<thead>
<tr>
<th>Titles</th>
<th>Number of Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

12b. Equipment and space for these positions:

[ ] Is presently available.
[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

(Signature) ___________________________________________ (Date) 4/4/08

Secretary: Agriculture, Food & Markets

Title: ______________________________________________________

14. Action by Governor:

[ ] Approved [X] Rejected

(Signature) ___________________________________________ (Date) 4/9/08

15. Secretary of Administration:

[ ] Request to JFO Information to JFO

(Signature) ___________________________________________ (Date) 4/7/08

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda
[ ] Approved (not placed on agenda in 30 days)
[ ] Approved by JFC
[ ] Rejected by JFC
[ ] Approved by Legislature

(Signature) ___________________________________________ (Date)
3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

Dear Louise,

Congratulations on the funding approval of your Feasibility proposal entitled: “Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties”. We are able to fund this for the amount of $14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

[Signature]

John May, MD  
NEC Center Director

Cc: Dr. Dennis Murphy
The Northeast Center for Agricultural Health
Application for Project Funding
Coversheet

A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
Research
Education XXXX
Prevention

E. Duration of project
One Year

F. Total funds requested
$14,998

G. Other cooperating agencies
*Caterpillar- Corporate Safety Division
*Milton CAT – Vermont CAT dealer
*UVM-EXT – Safety Pilot Project
The Northeast Center for Agricultural Health  
Application for Project Funding

Narrative

Proposed Project Title:

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

Background:

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont’s dairy industry and it’s important to the industry’s future in Vermont. Providing a safer working environment for employees is an important part of a producer’s and or manager’s responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.
*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits. Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of $5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008

Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

Potential funding sources / mechanisms for future expansion of this project:

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Co-operative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

Budget:

Please see attached budget form
Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

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All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

**Objectives and Methods and Timelines:**

*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.*

**Method and Timeline for this objective:**

June – September 2008 • Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division
First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - $5) the skid steer loader safety kit that will include the bilingual CD and training manual.

*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

*More skid steer operators will know how to run them safely.

*More productive employees through increased awareness of skid steer hazards and safety precautions.

**Method and Timeline for these objectives:**

As orders come in, safety CDs will be sent out - November and December of 2008
Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested: $14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

**Itemized Budget:**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Name</th>
<th>Title</th>
<th>Salary (FTE 8.00%)</th>
<th>Requested Salary Rate 38%</th>
<th>Fringe</th>
<th>Requested Fringe Rate 38%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Louise Waterman</td>
<td>Education Coordinator</td>
<td>$52,000</td>
<td>$4,160</td>
<td>38%</td>
<td>$1,581</td>
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<tr>
<td>Total Personnel</td>
<td></td>
<td></td>
<td></td>
<td>$4,160</td>
<td></td>
<td>$1,581</td>
</tr>
</tbody>
</table>

Subtotal Salary: $4,160

Subtotal Fringe: $1,581

Total Personnel: $5,741

**Other than Personnel:**

<table>
<thead>
<tr>
<th>Equipment</th>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
<tbody>
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</table>

Subtotal Equipment: $-

**Travel:**

Out of state:

- # individuals:
- # trips:
- Transportation costs: (per individual per trip)
- Per diem: (per individual per trip)
- Out of state subtotal: $-

Local:

- # individuals:
- Per diem: (per individual per trip)
- # miles:
- $ per mile: 0.445
- Local Subtotal: $-

Subtotal Travel: $-

**Supplies:**

<table>
<thead>
<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>460 skid steer safety posters @ $3/poster - for first mailing</td>
<td>$1,380</td>
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<tr>
<td>225 skid steer safety CD's + support material @ $18/kit ($25 less the $25)</td>
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</tr>
<tr>
<td>Safety 'prize' for third mailing 150 @ $5/mailing</td>
<td>$750</td>
</tr>
</tbody>
</table>

Supplies subtotal: $6,180

**Other:**

<table>
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<tr>
<th>(description)</th>
<th>amount</th>
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<tbody>
<tr>
<td>First mailing @ $4/mailing with 460 mailed out</td>
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<tr>
<td>Third mailing @ $3/mailing - 150 safety rewards mailed out</td>
<td>$450</td>
</tr>
</tbody>
</table>

Other subtotal: $3,078

Total Other Than Personnel: $9,258

**Total direct costs:**

$14,998

Indirect cost rate: 14,998.30

Total Indirects: $-

Total budget: (generally should not exceed $15,000) $14,998
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/7/08
SECRETARY OF ADMINISTRATION: (INITIAL) 4/7/08
SENT TO JOINT FISCAL OFFICE: DATE: 4/7/08

RECEIVED
APR 14 2008
JOINT FISCAL OFFICE
STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(Rev. 9-90)

1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties
4. Legal Title of Grant: Feasibility Projects
5. Federal Catalog No.: N/A
6. Grantor and Office Address: The Northeast Center for Agricultural Health
   One Atwell Road
   Cooperstown, NY 13326
8. Purpose of Grant: (Attach additional Sheets if needed)
   To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.
9. Impact on Existing Programs if Grant is not Accepted:
   None
10. Budget Information: (1st State FY) (2nd State FY) (3rd State FY)
    FY 2008 FY 2009 FY 2010
    EXPENDITURES:
    Personal Services $ 2,500. $ 2,742. $ 2,742.
    Operating Expenses $ 7,270. $ 1,988. $ 1,988.
    Grants $ $ $ 9,770.
    TOTAL $ 9,770. $ 4,730. $ 4,730.
    REVENUES:
    State Funds:
    Cash $ $ $ 9,770.
    In-Kind $ $ $ 4,730.
    Federal Funds:
    (Direct Costs) $ $ $ 14,500.
    (Statewide Indirect) $ $ 2,742.
    (Department Indirect) $ $ 2,742.
    Other Funds:
    (source) Northeast Center for Agricultural Health $ 9,770. $ 4,730. $ 4,730.
    TOTAL $ 9,770. $ 4,730. $ 4,730.

Grants will be allocated to these appropriation expenditure accounts

Appropriation Nos. Amounts
DEPTID 2200030000 $ 14,500.
FUND 21889
PROGRAM TBD

Page 1
11. Will grant monies be spent by one or more personal service contracts?

[ ] YES  [X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X ___________________________ (Date)

12a. Please list any requested Limited Service Positions:

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</table>

12b. Equipment and space for these positions:

[ ] Is presently available.

[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

(Signature) (Date)

(Secretary, Agriculture, Food & Markets) (Title)

14. Action by Governor:

[ ] Approved  [ ] Rejected

(Signature) (Date)

15. Secretary of Administration:

[ ] Request to JFO

[ ] Information to JFO

(Signature) (Date)

16. Action by Joint Fiscal Committee:

(Dates)

[ ] Request to be placed on JFC agenda

[ ] Approved (not placed on agenda in 30 days)

[ ] Approved by JFC

[ ] Rejected by JFC

[ ] Approved by Legislature

(Signature) (Date)
3/20/08

Louise Waterman
Vermont Agency of Agriculture, Food & Markets
116 State St.
Montpelier, VT 05620-2901

Dear Louise,

Congratulations on the funding approval of your Feasibility proposal entitled: "Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties". We are able to fund this for the amount of $14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

[Signature]
John May, MD
NEC Center, Director

Cc: Dr. Dennis Murphy
The Northeast Center for Agricultural Health
Application for Project Funding

Coversheet

A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)

Research

Education XXXX

Prevention

E. Duration of project
One Year

F. Total funds requested
$14,998

G. Other cooperating agencies
* Caterpillar- Corporate Safety Division
* Milton CAT – Vermont CAT dealer
* UVM-EXT – Safety Pilot Project
The Northeast Center for Agricultural Health
Application for Project Funding

Narrative

Proposed Project Title:

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

Background:

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont’s dairy industry and it’s important to the industry’s future in Vermont. Providing a safer working environment for employees is an important part of a producer’s and or manager’s responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety. One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.
*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts — resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits. Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support — March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of $5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. — February and March of 2008

Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

Potential funding sources / mechanisms for future expansion of this project:

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

Budget:

Please see attached budget form
Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

**Objectives and Methods and Timelines:**

*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.*

Method and Timeline for this objective:

June – September 2008  Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division
First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - $5) the skid steer loader safety kit that will include the bilingual CD and training manual.

*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

*More skid steer operators will know how to run them safely.

*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:
As orders come in, safety CDs will be sent out - November and December of 2008
**Name of Contractor:** Louise Waterman  

**Institution:** Vermont Agency of Agriculture, Food & Markets  

**Period of Performance:** From 06/01/08 to 05/01/09  

**Method of Selection:** Competitive  

**Amount Requested** $14,998  

**Description of Activities:** A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

### Itemized Budget:

#### Personnel:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Salary</th>
<th>FTE</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Requested Fringe</th>
<th>Total</th>
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<tr>
<td>Louise Waterman</td>
<td>Education Coordinator</td>
<td>$52,000</td>
<td>8.00%</td>
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<td>38%</td>
<td>$1,581</td>
<td>$5,741</td>
</tr>
</tbody>
</table>

Subtotal Salary $4,160  
Subtotal Fringe $1,581  
Total Personnel $5,741

#### Other than Personnel:

- **Equipment:**  
  (description)  
  amount

  equipment subtotal: $-

- **Travel:**  
  Out of state:  
  # individuals:  
  # trips:  
  Transportation costs: (per individual per trip)  
  per diem: (per individual per trip)  
  Out of state subtotal: $-

  Local:  
  # individuals:  
  per diem: (per individual per trip)  
  # miles:  
  $ per mile: $0.445  
  Local Subtotal $-

  travel subtotal: $-

- **Supplies:**  
  (description)  
  amount

  460 skid steer safety posters @ $3/poster - for first mailing $1,380  
  225 skid steer safety CD's + support material @ $18/kit (less $25) $4,050  
  Safety 'prize' for third mailing 150 @ $5/mailing $750  

  supplies subtotal: $6,180

- **Other:**  
  (description)  
  amount

  First mailing @ $4/mailing with 460 mailed out $1,840  
  Second mailing @ $3.5/mailing - 225 mailed $788  
  Third mailing @ $3/mailing - 150 safety rewards mailed out $450  

  other subtotal $3,078

Total Other Than Personnel $9,258

**Total direct costs** $14,998

- **Indirect cost rate:**  
- **Indirect cost base:** 14,998.30  
- **Total Indirects**

**Total budget:** (generally should not exceed $15,000) $14,998
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/7/08
SECRETARY OF ADMINISTRATION: (INITIAL) 4/7/08
SENT TO JOINT FISCAL OFFICE: 4/9/08

RECEIVED

APR 14 2008

JOINT FISCAL OFFICE
STATE OF VERMONT  
REQUEST FOR GRANT ACCEPTANCE  
(use additional sheets as needed) 

1. **Agency:** Vermont Agency of Agriculture, Food & Markets  
2. **Department:** Vermont Agency of Agriculture, Food & Markets  
3. **Program:** Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties  
4. **Legal Title of Grant:** Feasibility Projects  
5. **Federal Catalog No.:** N/A  
6. **Grantor and Office Address:** The Northeast Center for Agricultural Health  
   One Atwell Road  
   Cooperstown, NY 13326  

7. **Grant Period:** From: 04-15-2008  
   To: 04-14-2009  

8. **Purpose of Grant:** (Attach additional Sheets if needed)  
   To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.  

9. **Impact on Existing Programs if Grant is not Accepted:**  
   None  

10. **Budget Information:**  
    | (1st State FY) | (2nd State FY) | (3rd State FY) |
    | FY 2008       | FY 2009       | FY 2010       |
    | EXPENDITURES: |
    | Personal Services | $2,500. | $2,742. | $ |
    | Operating Expenses | $7,270. | $1,988. | $ |
    | Grants | $ | $ | $ |
    | TOTAL | $9,770. | $4,730. | $ |
    | REVENUES: |
    | State Funds: |
    | Cash | $ | $ | $ |
    | In-Kind | $ | $ | $ |
    | Federal Funds: |
    | (Direct Costs) | $ | $ | $ |
    | (Statewide Indirect) | $ | $ | $ |
    | (Department Indirect) | $ | $ | $ |
    | Other Funds: |
    | (source) Northeast Center for Agricultural Health | $9,770. | $4,730. | $ |
    | TOTAL | $9,770. | $4,730. | $ |

Grants will be allocated to these appropriation expenditure accounts:  
**Appropriation Nos.:**  
DEPTID 2200030000  
FUND 21889  
PROGRAM TBD  

**Amounts:**  
$14,500.
Form AA-1

11. Will grant monies be spent by one or more personal service contracts?

[ ] YES  [X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X ________________________________ (Date)

12a. Please list any requested Limited Service Positions:

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12b. Equipment and space for these positions:

[ ] Is presently available.
[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

(Signature)  (Date)

14. Action by Governor:

[ ] Approved  [ ] Rejected

(Signature)  (Date)

15. Secretary of Administration:

[ ] Request to JFO  [ ] Information to JFO

(Signature)  (Date)

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda  
[ ] Approved (not placed on agenda in 30 days)  
[ ] Approved by JFC  
[ ] Rejected by JFC  
[ ] Approved by Legislature

(Signature)  (Date)
3/20/08

Louise Waterman  
Vermont Agency of Agriculture, Food & Markets  
116 State St.  
Montpelier, VT 05620-2901

Dear Louise,

Congratulations on the funding approval of your Feasibility proposal entitled: “Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties”. We are able to fund this for the amount of $14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

[Signature]

Joan May, M.D.  
NEC Center Director

Cc: Dr. Dennis Murphy
The Northeast Center for Agricultural Health
Application for Project Funding

Coversheet

A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in
Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
   Research

   Education XXXX

   Prevention

E. Duration of project
   One Year

F. Total funds requested
   $14,998

G. Other cooperating agencies
   *Caterpillar- Corporate Safety Division
   *Milton CAT – Vermont CAT dealer
   *UVM-EXT – Safety Pilot Project
The Northeast Center for Agricultural Health
Application for Project Funding

Narrative

Proposed Project Title:

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

Background:

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Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits. Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

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*More skid steer operators will know how to run them safely.

*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:
As orders come in, safety CDs will be sent out - November and December of 2008
Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested $14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

### Itemized Budget:

#### Personnel:

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Subtotal Salary $4,160
Subtotal Fringe $1,581
Total Personnel $5,741

#### Other than Personnel:

##### Equipment:

<table>
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<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

##### Travel:

- **Out of state:**
  - # individuals: [ ]
  - # trips: [ ]
  - Transportation costs: (per individual per trip)
  - per diem: (per individual per trip)
  - Out of state subtotal: $-

- **Local:**
  - # individuals: [ ]
  - per diem: (per individual per trip)
  - # miles: [ ]
  - $ per mile: 0.445
  - Local Subtotal $-

- **Supplies:**
  - (description) | amount
  - 460 skid steer safety posters @ $3/poster - for first mailing $1,380
  - 225 skid steer safety CD's + support material @ $18/kit ( $25 less the $1 ) $4,050
  - Safety 'prize' for third mailing 150 @ $5/mailing $750
  - Supplies subtotal: $6,180

- **Other:**
  - (description) | amount
  - First mailing @ $4/mailing with 460 mailed out $1,840
  - Second mailing @ $3.5/mailing - 225 mailed $788
  - Third mailing @ $3/mailing - 150 safety rewards mailed out $450
  - Other subtotal $3,078

Total Other Than Personnel $9,258

### Total Direct Costs

- Indirect cost rate: 14.99830
- Indirect cost base: $14,998.30
- Total Indirects $14,998.30

### Total Budget: (generally should not exceed $15,000)

- Total budget: $14,998
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/7/08
SECRETARY OF ADMINISTRATION: (INITIAL) 4/7/08
SENT TO JOINT FISCAL OFFICE: DATE: 4/7/08

RECEIVED
APR 14 2008
JOINT FISCAL OFFICE
STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed) FORM AA-1
(Rev. 9-90)

1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties
4. Legal Title of Grant: Feasibility Projects
5. Federal Catalog No.: N/A
6. Grantor and Office Address: The Northeast Center for Agricultural Health
   One Atwell Road
   Cooperstown, NY 13326
8. Purpose of Grant: (Attach additional Sheets if needed)
   To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.
9. Impact on Existing Programs if Grant is not Accepted:
   None
10. Budget Information:

    EXPENDITURES:
        FY 2008 FY 2009 FY 2010
        Personal Services $ 2,500. $ 2,742. $ 
        Operating Expenses $ 7,270. $ 1,988. $ 
        Grants $ $ $ 
        TOTAL $ 9,770. $ 4,730. $ 

    REVENUES:
        State Funds:
        Cash $ $ $ 
        In-Kind $ $ $ 
        Federal Funds:
        (Direct Costs) $ $ $ 
        (Statewide Indirect) $ $ $ 
        (Department Indirect) $ $ $ 
        Other Funds:
        (source) Northeast Center for Agricultural Health $ 9,770. $ 4,730. $ 
        TOTAL $ 9,770. $ 4,730. $ 

    Grants will be allocated to these appropriation expenditure accounts

    Appropriation Nos.
    DEPTID 22000030000
    FUND 21889
    PROGRAM TBD
    Amounts $14,500.
11. Will grant monies be spent by one or more personal service contracts?
   [ ] YES  [X] NO

   If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

   X _____________________________ (Date)

12a. Please list any requested Limited Service Positions:

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   TOTAL

12b. Equipment and space for these positions:

   [ ] Is presently available.
   [ ] Can be obtained with available funds

13. Signature of Appointing Authority

   I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

   [Signature]  (Date)

   Secretary: Agriculture, Food & Markets

   (Title)

14. Action by Governor:

   [ ] Approved
   [ ] Rejected

   [Signature]  (Date)

15. Secretary of Administration:

   [ ] Request to JFO
   [ ] Information to JFO

   [Signature]  (Date)

16. Action by Joint Fiscal Committee:

   [ ] Request to be placed on JFC agenda
   [ ] Approved (not placed on agenda in 30 days)
   [ ] Approved by JFC
   [ ] Rejected by JFC
   [ ] Approved by Legislature

   [Signature]  (Date)
3/20/08

Louise Waterman
Vermont Agency of Agriculture, Food & Markets
116 State St.
Montpelier, VT 05620-2901

Dear Louise,

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Sincerely,

[Signature]

Joan Mays, MPH
NEC Center Director

Cc: Dr. Dennis Murphy
The Northeast Center for Agricultural Health
Application for Project Funding

Coversheet

A. Title
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B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
Research

Education XXXX

Prevention

E. Duration of project
One Year

F. Total funds requested
$14,998

G. Other cooperating agencies
*Caterpillar- Corporate Safety Division
*Milton CAT – Vermont CAT dealer
*UVM-EXT – Safety Pilot Project
The Northeast Center for Agricultural Health
Application for Project Funding

Narrative

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Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts — resource for future safety projects

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Follow up with producers who received kits to evaluate usage and effectiveness of the kits. Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support — March and April of 2008

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Kits would then be available at the regular price. — Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

Potential funding sources / mechanisms for future expansion of this project:

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Alban’s Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

Budget:

Please see attached budget form
Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

**Objectives and Methods and Timelines:**

*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.*

Method and Timeline for this objective:

June – September 2008  ·  Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division
First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - $5) the skid steer loader safety kit that will include the bilingual CD and training manual.

*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.*

*More skid steer operators will know how to run them safely.*

*More productive employees through increased awareness of skid steer hazards and safety precautions.*

Method and Timeline for these objectives:
As orders come in, safety CDs will be sent out - November and December of 2008
**Name of Contractor:** Louise Waterman  
**Institution:** Vermont Agency of Agriculture, Food & Markets

**Period of Performance:** From 06/01/08 to 05/01/09  
**Method of Selection:** Competitive  
**Amount Requested:** $14,998  
**Description of Activities:** A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

### Itemized Budget:

#### Personnel:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Salary</th>
<th>FTE</th>
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<td>38%</td>
<td>$1,581</td>
<td>$5,741</td>
</tr>
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Subtotal Salary: $4,160  
Subtotal Fringe: $1,581  
Total Personnel: $5,741

#### Other than Personnel:

**Equipment:**  
(description) | amount

#### Travel:

**Out of state:**  
- # individuals:  
- # trips:  
- Transportation costs: (per individual per trip)  
- Per diem: (per individual per trip)  
- Out of state subtotal: $-

**Local:**  
- # individuals:  
- Per diem: (per individual per trip)  
- # miles:  
- $ per mile: 0.445  
- Local Subtotal: $-

**Supplies:**  
(description) | amount  
- 460 skid steer safety posters @ $3/poster - for first mailing: $1,380  
- 225 skid steer safety CD's + support material @ $18/kit ($25 less the $3): $4,050  
- Safety 'prize' for third mailing: 150 @ $5/mailing: $750  
- Total Other Than Personnel: $6,180

**Other:**  
(description) | amount  
- First mailing @ $4/mailing with 460 mailed out: $1,840  
- Second mailing @ $3.50/mailing - 225 mailed: $788  
- Third mailing @ $3.50/mailing - 150 safety rewards mailed out: $450  
- Other Subtotal: $3,078

**Total Other Than Personnel:** $9,258  
**Total direct costs:** $14,998

**Indirect cost rate:** 14,998.30  
**Indirect cost base:** $14,998  
**Total Indirects:** -

**Total budget:** (generally should not exceed $15,000) $14,998
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) __________ 4/7/08
SECRETARY OF ADMINISTRATION (INITIAL) __________ 4/7/08
SENT TO JOINT FISCAL OFFICE: 4/9/08

RECEIVED
APR 14 2008

JOINT FISCAL OFFICE
STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)

1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties
4. Legal Title of Grant: Feasibility Projects
5. Federal Catalog No.: N/A
6. Grantor and Office Address: The Northeast Center for Agricultural Health
   One Atwell Road
   Cooperstown, NY 13326
8. Purpose of Grant: To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.
9. Impact on Existing Programs if Grant is not Accepted: None
10. Budget Information:
    
    | EXPENDITURES: | (1st State FY) | (2nd State FY) | (3rd State FY) |
    |--------------|----------------|----------------|----------------|
    | Personal Services | $ 2,500.      | $ 2,742.       | $              |
    | Operating Expenses | $ 7,270.      | $ 1,988.       | $              |
    | Grants         | $             | $              | $              |
    | TOTAL          | $ 9,770.      | $ 4,730.       | $              |
    
    | REVENUES:     |                |                |                |
    | State Funds:  |                |                |                |
    | Cash          | $             | $             | $              |
    | In-Kind       | $             | $             | $              |
    | Federal Funds:|                |                |                |
    | (Direct Costs)| $             | $             | $              |
    | (Statewide Indirect) | $    | $             | $              |
    | (Department Indirect) | $ | $             | $              |
    | Other Funds:  |                |                |                |
    | (source) Northeast Center for Agricultural Health | $ 9,770. | $ 4,730. | $ |
    | TOTAL         | $ 9,770.      | $ 4,730.       | $              |

Grants will be allocated to these appropriation expenditure accounts

<table>
<thead>
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<tr>
<td>DEPTID 2200030000</td>
<td>$ 14,500.</td>
</tr>
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<td>FUND 21889</td>
<td></td>
</tr>
<tr>
<td>PROGRAM TBD</td>
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Page 1
11. Will grant monies be spent by one or more personal service contracts?

[ ] YES  [X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X __________________________ (Date)

12a. Please list any requested Limited Service Positions:

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TOTAL

12b. Equipment and space for these positions:

[ ] Is presently available.

[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

[Signature]

(Diag) Secretary: Agriculture, Food & Markets

(Date)

14. Action by Governor:

[ ] Approved

[ ] Rejected

(Signature)

(Date)

15. Secretary of Administration:

[ ] Request to JFO

[ ] Information to JFO

(Signature)

(Date)

16. Action by Joint Fiscal Committee:

(Dates)

[ ] Request to be placed on JFC agenda

[ ] Approved (not placed on agenda in 30 days)

[ ] Approved by JFC

[ ] Rejected by JFC

[ ] Approved by Legislature

(Signature)  (Date)
3/20/08

Louise Waterman
Vermont Agency of Agriculture, Food & Markets
116 State St.
Montpelier, VT 05620-2901

Dear Louise,

Congratulations on the funding approval of your Feasibility proposal entitled: “Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties”. We are able to fund this for the amount of $14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

[Signature]
John May, MD
NEC Center Director

Cc: Dr. Dennis Murphy
The Northeast Center for Agricultural Health
Application for Project Funding

Coversheet

A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in
Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
Research
Education XXXX
Prevention

E. Duration of project
One Year

F. Total funds requested
$14,998

G. Other cooperating agencies
*Caterpillar- Corporate Safety Division
*Milton CAT – Vermont CAT dealer
*UVM-EXT – Safety Pilot Project
The Northeast Center for Agricultural Health
Application for Project Funding

Narrative

Proposed Project Title:

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

Background:

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont's dairy industry and it's important to the industry's future in Vermont. Providing a safer working environment for employees is an important part of a producer's and or manager's responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety. One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.
*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits. Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

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Institution: Vermont Agency of Agriculture, Food & Markets
Period of Performance: From 06/01/08 to 05/01/09
Amount Requested: $14,998
Method of Selection: Competitive
Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

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Subtotal Fringe: $1,581
Total Personnel: $5,741

Other than Personnel:

Equipment:
(description) amount

Travel:
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| # individuals | # trips | Transportation costs | (per individual per trip) | Out of state subtotal | $ - |

Local:

| # individuals | per diem | (per individual per trip) | $ per mile: | 0.445 | Local Subtotal | $ - |

Supplies:
(description) amount

| 460 skid steer safety posters@ $3/poster - for first mailing | $1,380 |
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(description) amount

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Total Other Than Personnel: $9,258

Total direct costs: $14,998

Indirect cost rate: 14,998.30
Total Indirects: $ -

Total budget: (generally should not exceed $15,000) $14,998
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/7/08
SECRETARY OF ADMINISTRATION: (INITIAL) 4/7/08
SENT TO JOINT FISCAL OFFICE: 4/9/08

RECEIVED
APR 14 2008
JOINT FISCAL OFFICE
1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties
4. Legal Title of Grant: Feasibility Projects
5. Federal Catalog No.: N/A
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   Cooperstown, NY 13326
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9. Impact on Existing Programs if Grant is not Accepted: None
10. Budget Information:
    |                | 1st State FY | 2nd State FY | 3rd State FY |
    |----------------|--------------|--------------|--------------|
    | EXPENDITURES:  |              |              |              |
    | Personal Services | $ 2,500.     | $ 2,742.     | $             |
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    | TOTAL            | $ 9,770.     | $ 4,730.     | $             |
    | REVENUES:        |              |              |              |
    | State Funds:     |              |              |              |
    | Cash             | $             | $             | $             |
    | In-Kind          | $             | $             | $             |
    | Federal Funds:   |              |              |              |
    | (Direct Costs)   | $             | $             | $             |
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    | (Department Indirect) | $    | $             | $             |
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PROGRAM TBD
Amounts
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11. Will grant monies be spent by one or more personal service contracts?

[ ] YES  [X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X ____________________________ (Date)

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12b. Equipment and space for these positions:

[ ] Is presently available.

[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

(Dates)

14. Action by Governor:

[ ] Approved  [X] Rejected

(Signature)

15. Secretary of Administration:

[ ] Request to JFO
[ ] Information to JFO

(Signature)

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda
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[ ] Approved by JFC
[ ] Rejected by JFC
[ ] Approved by Legislature

(Signature)  (Date)
3/20/08

Louise Waterman
Vermont Agency of Agriculture, Food & Markets
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Montpelier, VT 05620-2901

Dear Louise,

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We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

John May, M.D.
NEC Center Director

Cc: Dr. Dennis Murphy
A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
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E. Duration of project
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F. Total funds requested
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G. Other cooperating agencies
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Application for Project Funding

Narrative

Proposed Project Title:

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*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

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Please see attached budget form
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Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

Objectives and Methods and Timelines:

*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008  
Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division
First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - $5) the skid steer loader safety kit that will include the bilingual CD and training manual.

*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

*More skid steer operators will know how to run them safely.

*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:
As orders come in, safety CDs will be sent out - November and December of 2008
### Itemized Budget:

#### Personnel:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Salary</th>
<th>FTE</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Requested Fringe</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Louise Waterman</td>
<td>Education Coordinator</td>
<td>$52,000</td>
<td>8.00</td>
<td>$4,160</td>
<td>38%</td>
<td>$1,581</td>
<td>$5,741</td>
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<tr>
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<td>Subtotal Salary</td>
<td>$4,160</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$5,741</td>
</tr>
</tbody>
</table>

#### Equipment:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>460 skid steer safety posters @ $3/poster - for first mailing</td>
<td>$1,380</td>
</tr>
<tr>
<td>225 skid steer safety CD's + support material @ $18/kit (125 less the $5)</td>
<td>$4,050</td>
</tr>
<tr>
<td>Safety 'prize' for third mailing 150 @ $5/mailing</td>
<td>$750</td>
</tr>
</tbody>
</table>

Total Other Than Personnel: $6,180

#### Travel:

- Out of state:
  - # individuals:
  - # trips:
  - Transportation costs: (per individual per trip)
  - Per diem: (per individual per trip)
  - Out of state subtotal: $-

- Local:
  - # individuals:
  - Per diem: (per individual per trip)
  - # miles:
  - $ per mile: 0.445
  - Local Subtotal: $-

Total Travel Subtotal: $-

#### Supplies:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
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</table>

Supplies Subtotal: $6,180

#### Other:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>First mailing @ $4/mailing with 460 mailed out</td>
<td>$1,840</td>
</tr>
<tr>
<td>Second mailing @ $3.5/mailing - 225 mailed</td>
<td>$788</td>
</tr>
<tr>
<td>Third mailing @ $3/mailing - 150 safety rewards mailed out</td>
<td>$450</td>
</tr>
</tbody>
</table>

Other Subtotal: $3,078

Total Other Than Personnel: $6,180

### Total Direct Costs: $14,998

Indirect costs:

- Indirect cost rate: 14,998.30
- Indirect cost base: Total Indirects: $-

Total Budget: (generally should not exceed $15,000) $14,998
MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: April 15, 2008
Subject: Grant Request

Enclosed please find one (1) request which the Joint Fiscal Office recently received from the Administration:

JFO #2324 — $14,500 grant from the Northeast Center for Agricultural Health to the Agency of Agriculture, Food & Markets. These grant funds will be used to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison counties. [JFO received 04/14/08]

The Joint Fiscal Office has reviewed this submission and determined that all appropriate forms bearing the necessary approvals are in order.

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at 802/828-1488; nlavery@leg.state.vt.us or Stephen Klein at 802/828-5769; sklein@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by April 29 we will assume that you agree to consider as final the Governor’s acceptance of this request.

cc: James Reardon, Commissioner
    Linda Morse, Administrative Assistant
    Roger Albee, Secretary
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS:

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 4/1/08
SECRETARY OF ADMINISTRATION: (INITIAL) 4/7/08
SENT TO JOINT FISCAL OFFICE: 4/9/08

RECEIVED
APR 14 2008
JOINT FISCAL OFFICE
STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(Rev. 9-90)

1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties
4. Legal Title of Grant: Feasibility Projects
5. Federal Catalog No.: N/A
6. Grantor and Office Address: The Northeast Center for Agricultural Health
   One Atwell Road
   Cooperstown, NY 13326

7. Grant Period: From: 04/15/2008 To: 04/14/2009

8. Purpose of Grant: To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.

9. Impact on Existing Programs if Grant is not Accepted: None

10. Budget Information:

<table>
<thead>
<tr>
<th></th>
<th>(1st State FY)</th>
<th>(2nd State FY)</th>
<th>(3rd State FY)</th>
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<td>Grants</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<tr>
<td>TOTAL</td>
<td>$9,770.</td>
<td>$4,730.</td>
<td>$</td>
</tr>
</tbody>
</table>

| REVENUES: |
| State Funds: |
| Cash | $ | $ | $ |
| In-Kind | $ | $ | $ |
| Federal Funds: |
| (Direct Costs) | $ | $ | $ |
| (Statewide Indirect) | $ | $ | $ |
| (Department Indirect) | $ | $ | $ |
| Other Funds: (source) | Northeast Center for Agricultural Health | $9,770. | $4,730. | $ |
| TOTAL | $9,770. | $4,730. | $ |

Grants will be allocated to these appropriation expenditure accounts:

<table>
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<tr>
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<th>Amounts</th>
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</thead>
<tbody>
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<tr>
<td>FUND 21889</td>
<td></td>
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<tr>
<td>PROGRAM TBD</td>
<td></td>
</tr>
</tbody>
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Page 1
11. Will grant monies be spent by one or more personal service contracts?

[ ] YES  [X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X ____________________________ (Date)

12a. Please list any requested Limited Service Positions:

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</table>

12b. Equipment and space for these positions:

[ ] Is presently available.

[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

Signature: [Signature]
Title: Secretary: Agriculture, Food & Markets

(Date) 4/4/08

14. Action by Governor:

[ ] Approved  [ ] Rejected

Signature: [Signature]

(Date) 4/9/08

15. Secretary of Administration:

[ ] Request to JFO Information to JFO

Signature: [Signature]

(Date) 4/17/08

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda

[ ] Approved (not placed on agenda in 30 days)

[ ] Approved by JFC

[ ] Rejected by JFC

[ ] Approved by Legislature

Signature: ____________________________
(Date)
3/20/08

Louise Waterman
Vermont Agency of Agriculture, Food & Markets
116 State St.
Montpelier, VT 05620-2901

Dear Louise,
Congratulations on the funding approval of your Feasibility proposal entitled: “Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties”. We are able to fund this for the amount of $14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

John May, MD
NEC Center Director

Cc: Dr. Dennis Murphy
The Northeast Center for Agricultural Health
Application for Project Funding

Coversheet

A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
Research
Education XXXX
Prevention

E. Duration of project
One Year

F. Total funds requested
$14,998

G. Other cooperating agencies
*Caterpillar- Corporate Safety Division
*Milton CAT – Vermont CAT dealer
*UVM-EXT – Safety Pilot Project
The Northeast Center for Agricultural Health
Application for Project Funding

Narrative

Proposed Project Title:

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

Background:

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont’s dairy industry and it’s important to the industry’s future in Vermont. Providing a safer working environment for employees is an important part of a producer’s and or manager’s responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.
*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts — resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits, Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support — March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of $5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. — February and March of 2008

Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

**Potential funding sources / mechanisms for future expansion of this project:**

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Alban's Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

**Budget:**

Please see attached budget form
Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

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All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

**Objectives and Methods and Timelines:**

*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.*

Method and Timeline for this objective:

- **June – September 2008** – Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division
- **First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - $5) the skid steer loader safety kit that will include the bilingual CD and training manual.**

*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.*

*More skid steer operators will know how to run them safely.*

*More productive employees through increased awareness of skid steer hazards and safety precautions.*

Method and Timeline for these objectives:

As orders come in, safety CDs will be sent out - November and December of 2008
Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested: $14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

### Personnel:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Salary</th>
<th>FTE</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Requested Fringe</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Louise Waterman</td>
<td>Education Coordinator</td>
<td>$52,000</td>
<td>8.00%</td>
<td>$4,160</td>
<td>38%</td>
<td>$1,581</td>
<td>$5,741</td>
</tr>
</tbody>
</table>

Subtotal Salary: $4,160

Subtotal Fringe: $1,581

Total Personnel: $5,741

### Other than Personnel:

**Equipment:**

<table>
<thead>
<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

equipment subtotal: $ -

**Travel:**

Out of state:

- # individuals:
- # trips:
- Transportation costs: (per individual per trip)
- per diem: (per individual per trip)
- Out of state subtotal: $ -

Local:

- # individuals:
- per diem: (per individual per trip)
- # miles:
- $ per mile: 0.445
- Local Subtotal: $ -

Total travel subtotal: $ -

**Supplies:**

<table>
<thead>
<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

supplies subtotal: $ 6,180

**Other:**

<table>
<thead>
<tr>
<th>(description)</th>
<th>amount</th>
</tr>
</thead>
</table>

other subtotal: $ 3,078

Total Other Than Personnel: $ 9,258

### Total direct costs:

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<th>14,998.30</th>
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</thead>
<tbody>
<tr>
<td>Total Indirects:</td>
<td>-</td>
</tr>
</tbody>
</table>

Total budget: (generally should not exceed $15,000) $14,998
STATE OF VERMONT
GRANT ACCEPTANCE FORM

GRANT SUMMARY: This grant is to produce bilingual training materials for skid loader safety for dairy producers in Franklin and Addison Counties.


FEDERAL CATALOG No.: N/A

GRANTOR / DONOR: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326

DATE: 4/4/08

DEPARTMENT: Agriculture, Food and Markets

GRANT / DONATION: This grant is to produce and make available the bilingual safety material described in the attached proposal to the 460 dairy producers in Addison and Franklin Counties

AMOUNT / VALUE: $14,500.00

POSITIONS REQUESTED: None

GRANT PERIOD: 4/15/08 to 4/14/09

COMMENTS: 

DEPARTMENT OF FINANCE AND MANAGEMENT: (INITIAL) 
SECRETARY OF ADMINISTRATION: (INITIAL)

SENT TO JOINT FISCAL OFFICE: DATE: 

RECEIVED
APR 14 2008
JOINT FISCAL OFFICE
STATE OF VERMONT 
REQUEST FOR GRANT ACCEPTANCE 
(use additional sheets as needed) 
FORM AA-1 
(Rev. 9-90)

1. Agency: Vermont Agency of Agriculture, Food & Markets
2. Department: Vermont Agency of Agriculture, Food & Markets
3. Program: Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties
4. Legal Title of Grant: Feasibility Projects
5. Federal Catalog No.: N/A
6. Grantor and Office Address: The Northeast Center for Agricultural Health
One Atwell Road
Cooperstown, NY 13326


8. Purpose of Grant: (Attach additional Sheets if needed)
To produce a bilingual CD and training manual on skid steer loader safety specifically for agriculture.

9. Impact on Existing Programs if Grant is not Accepted:
None

10. Budget Information: (1st State FY) (2nd State FY) (3rd State FY)

<table>
<thead>
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<td>$4,730.</td>
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<th>REVENUES:</th>
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<tbody>
<tr>
<td>State Funds:</td>
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<tr>
<td>Cash</td>
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<td>In-Kind</td>
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<tr>
<td>Federal Funds:</td>
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<tr>
<td>(Direct Costs)</td>
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<td>(Department Indirect)</td>
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<td>Other Funds: (source)</td>
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Grants will be allocated to these appropriation expenditure accounts

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11. Will grant monies be spent by one or more personal service contracts?

[ ] YES  [X] NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X _______________________________ (Date)

12a. Please list any requested Limited Service Positions:

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TOTAL

12b. Equipment and space for these positions:

[ ] Is presently available.
[ ] Can be obtained with available funds

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

(Signature)  (Date)

Secretary: Agriculture, Food & Markets

14. Action by Governor:

[ ] Approved
[ ] Rejected

(Signature)  (Date)

15. Secretary of Administration:

[ ] Request to JFO Information to JFO

(Signature)  (Date)

16. Action by Joint Fiscal Committee:

[ ] Request to be placed on JFC agenda
[ ] Approved (not placed on agenda in 30 days)
[ ] Approved by JFC
[ ] Rejected by JFC
[ ] Approved by Legislature

(Signature)  (Date)
3/20/08

Louise Waterman
Vermont Agency of Agriculture, Food & Markets
116 State St.
Montpelier, VT 05620-2901

Dear Louise,

Congratulations on the funding approval of your Feasibility proposal entitled: “Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties”. We are able to fund this for the amount of $14,500. We received many excellent proposals, and were pleased with the variety of topics represented.

Your funding for this grant will run from April 15, 2008 to April 14, 2009. Sue Ackerman, RN, our center manager, will contact you in the next few weeks with a request for a proposed timeline, and information on quarterly progress reports.

We have enclosed comments made by our reviewers, which you may find helpful.

Please let Sue or me know if you have any questions or concerns. We look forward to helping you in any way we can, as you undertake this valuable research.

Sincerely,

[Signature]
John May, MD
NEC Center Director

Cc: Dr. Dennis Murphy
A. Title
Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

B. Applicant
Louise Waterman – Education Coordinator
Louise.Waterman@state.vt.us
802-828-6900

C. Institution Name and Address
Vermont Agency of Agriculture, Food & Markets
116 State Street
Montpelier, VT 05620-2901

D. Type Project (circle one)
Research

Education XXXX

Prevention

E. Duration of project
One Year

F. Total funds requested
$14,998

G. Other cooperating agencies
*Caterpillar- Corporate Safety Division
*Milton CAT – Vermont CAT dealer
*UVM-EXT – Safety Pilot Project
The Northeast Center for Agricultural Health
Application for Project Funding

Narrative

Proposed Project Title:

Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties

Background:

There are approximately 1100 dairy producers in Vermont. The dairy industry in Vermont generates 80-85% of our agricultural revenue. This project will focus on the 460 dairy producers in Addison and Franklin Counties. Increasing farm safety and reducing Workers Compensation costs is an essential part of Vermont’s dairy industry and it’s important to the industry’s future in Vermont. Providing a safer working environment for employees is an important part of a producer’s and or manager’s responsibilities.

We have been working with Vermont dairy producers on farm safety awareness and training through several projects.

For the last 3 years we have conducted bilingual employee milker training workshops. We have included a safety component with each of these workshops.

The Vermont Farm Safety Pilot Program started in August of 2007 with 13 farms involved in the project. This project was an initiative of the Vermont Dairy Task Force in partnership with the Vermont Agency of Agriculture, the Vermont Department of Labor and the UVM Extension System. This program aims to train farmers to educate their employees on farm safety issues in an effort to reduce injuries and accidents on farms. As part of this project participating dairy farmers committed to conducting monthly on-farm safety training meetings for employees. All participants received an extensive notebook of materials, posters and signs for farm safety.

One tool that was not available was a bilingual CD on skid steer loader safety directed specifically for agriculture. Caterpillar- Corporate Safety Division agreed to develop this tool with our support which will include a CD + training manual and poster in English and Spanish.

This proposed project (Bilingual Skid Steer Safety Training Tool for Vermont Dairy Producers in Franklin and Addison Counties) will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.
*Gain valuable information from producers about safety on their farm such as total number of tractors/number of tractors with ROPS and number of ROPS equipped with working seatbelts – resource for future safety projects

Method and Timeline:

Follow up with producers who received kits to evaluate usage and effectiveness of the kits. Producers who receive the safety kit and follow-up by returning a project evaluation and a farm safety information sheet will receive a safety reward such as a pair of safety gloves and or a Caterpillar hat + additional safety training support – March and April of 2008

Promote the safety kit on the Agency web site. Availability of the kit at the reduced price of $5 would be on a first come first serve basis depending on how many kits went out through the direct mail campaign. – February and March of 2008
Kits would then be available at the regular price. - Ongoing

A key to the success of this project is working with Vermont dairy producers who are committed to the success of their businesses. Project participants will be producers who are motivated to move forward with improving safety on their farm and giving them a specific tool and follow-up to implement changed practices.

Potential funding sources / mechanisms for future expansion of this project:

We would ask for industry support, in particular CAT dealers that do business in Vermont. Milton CAT, located in Richmond VT, is very interested in continuing to working with us. Also milk companies such as St Albans Cooperative and agricultural bankers such as Yankee Farm Credit would be potential future collaborators. We feel confident in getting industry support because we have worked with industry very successfully on other projects.

Budget:

Please see attached budget form
Most dairy farms use skid steer loaders for a variety of purposes. This versatile piece of equipment is used inside and outside. Accidents with skid steer loaders can occur when conditions have changed due to weather and or when untrained individuals operate them.

Agriculture is among the most hazardous occupations with the highest rate of occupational fatalities and eight times the national average within all industry sectors. This information is from the US Department of Labor Statistics in 2005.

Skid steer loaders differ from tractors in steering, mounting and dismounting and operators are not always aware of the hazards involved in operating them. We have reviewed case studies involving skid steer loader accidents from the University of Iowa, Florida and Wisconsin (FACE Programs).

All dairy farmers are concerned for the safety and health of their employees and this project addresses these concerns and provides materials and information to make dairy farms safer places to work. Safer environments on dairy farms can also translate into smaller increases or lower levels in Workers Compensation Insurance premiums due to fewer claims.

Objectives and Methods and Timelines:

*Increase safety awareness for skid steer loader operations on dairy farms in Franklin and Addison Counties in Vermont. This proposed project will bring this skid steer safety tool to more Vermont dairy producers than the 13 involved in the safety pilot project.

Method and Timeline for this objective:

June – September 2008    Develop the skid steer safety kit in cooperation with Caterpillar – Corporate Safety Division
First mailing to 460 dairy producers in Addison and Franklin counties will go out in November of 2008. This mailing will include a skid steer safety poster. This mailing will also include information for producers to easily order (at a much reduced cost - $5) the skid steer loader safety kit that will include the bilingual CD and training manual.

*Provide a tool to Vermont dairy producers who will in turn provide proper skid steer loader safety training for farm family members and employees.

*More skid steer operators will know how to run them safely.

*More productive employees through increased awareness of skid steer hazards and safety precautions.

Method and Timeline for these objectives:
As orders come in, safety CDs will be sent out - November and December of 2008
Name of Contractor: Louise Waterman

Institution: Vermont Agency of Agriculture, Food & Markets

Period of Performance: From 06/01/08 to 05/01/09

Method of Selection: Competitive

Amount Requested $14,998

Description of Activities: A Bilingual Skid Steer Loader Safety Training Tool for Vermont Dairy Producers

Itemized Budget:

### Personnel:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Salary</th>
<th>FTE</th>
<th>Requested Salary</th>
<th>Fringe Rate</th>
<th>Requested Fringe</th>
<th>Total</th>
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<tbody>
<tr>
<td>Louise Waterman</td>
<td>Education Coordinator</td>
<td>$52,000</td>
<td>8.0%</td>
<td>$4,160</td>
<td>38%</td>
<td>$1,581</td>
<td>$5,741</td>
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Subtotal Salary: $4,160

Subtotal Fringe: $1,581

Total Personnel: $5,741

### Other than Personnel:

**Equipment:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</table>

Equipment subtotal: $-

**Travel:**

Out of state:

<table>
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<th># individuals</th>
<th># trips</th>
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</thead>
</table>

Transportation costs: (per individual per trip)

per diem: (per individual per trip)

Out of state subtotal: $-

Local:

<table>
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<th># individuals</th>
<th># miles</th>
<th>$ per mile</th>
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</thead>
</table>

per diem: (per individual per trip)

$ per mile: 0.445

Local Subtotal: $-

Travel subtotal: $-

**Supplies:**

<table>
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<tr>
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<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>460 skid steer safety posters @ $3/poster - for first mailing</td>
<td>$1,380</td>
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<tr>
<td>225 skid steer safety CD's + support material @ $18/kit ( $25 less the $)</td>
<td>$4,050</td>
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<tr>
<td>Safety 'prize' for third mailing 150 @ $5/mailing</td>
<td>$750</td>
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Supplies subtotal: $6,180

**Other:**

<table>
<thead>
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<tbody>
<tr>
<td>First mailing @ $4/mailing with 460 mailed out</td>
<td>$1,840</td>
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<tr>
<td>Second mailing @ $3.5/mailing - 225 mailed</td>
<td>$788</td>
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<tr>
<td>Third mailing @ $3/mailing - 150 safety rewards mailed out</td>
<td>$450</td>
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</tbody>
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Other subtotal: $3,078

Total Other Than Personnel: $9,258

**Total Direct Costs: $14,998**

Indirect cost rate: $14,998.30

Total Indirects: $-

**Total Budget: (generally should not exceed $15,000)**

$14,998